NC 506 Continuum of Care

City of Wilmington, Brunswick, New Hanover and Pender Counties

FY 2016 HUD CoC Competition

Project Application Process and Ranking Procedure

**CoC Program Competition Overview**

Each year, HUD announces their Notice of Funding Availability for the Continuum of Care grant competition. The CoC Grant is a nationally competitive process, providing funding to designated homeless continuums of care for Transitional Housing, Permanent Supportive Housing, Rapid Re-Housing, HMIS, Coordinated Entry, and CoC Planning activities. The Continuum of Care is responsible for review all new and renewal project applications and scoring them according to performance and alignment with community priorities and HUD goals as outlined in the HEARTH Act and Opening Doors. In the FY 2016 Competition, the Tri-HIC CoC is able to apply for up to $648,502 in funds based on the HUD Annual Renewal Demand and, plus an additional $32,838 in bonus funds that are awarded based on overall CoC Collaborative Application Score in addition to project type and housing first priorities, and $19,703 for CoC Planning. Programs are evaluated using a CoC approved scoring process.

**CoC Program Funding Goals:**

* Provide adequate funding for programs that are effective in ending homelessness and preventing it from recurring
* Encourage reduction in barriers to services and housing, including prioritization of those who are the most vulnerable and lease likely to access services
* Serve populations with specific needs and increased barriers to housing including: veterans, chronically homeless, youth and families, and victims of domestic violence
* Create cost-effective interventions that seek to enhance system-wide performance by reducing the length of time homeless, increase income and benefits, increase housing placement and retention, and leverage community resources and funding

**Criteria for Project Ranking**

New Projects

In order to ensure that new project applicants have a commitment to the CoC, including development of the collaborative application, understanding of HUD requirements, and community needs and goals, there is a requirement for a minimum of 50% attendance at Tri-HIC general membership meetings and 85% CoC Grant Committee meetings during the previous competition period. Programs that are seeking funding for new projects must submit their New Project Application in e-SNAPS by 8/8/16 in order to be considered for funding. In addition, they must submit the following documents to support their project application to the CoC Administrator by 8/10/16 to be reviewed and scored by the CoC Ranking Committee:

* Copy of Project Application Submission Summary from e-SNAPS indicating submission by the above deadline.
* Copy of match documents showing a minimum of 25% cash or in-kind match.
* Project Performance Statement.
* 3 Letters of Support
* List of current Board of Directors
* Copy of most recent Federal Partner monitoring report/summary OR most recent approved audit

The ranking committee will consist of all non-funded agencies that have attended 50% or more CoC meetings during the last calendar year. The Project Applications will be scored by 5 members of the Ranking Committee as well as the CoC Chair and CoC Administrator. This will produce two scores that will be averaged for a final score. Final Scores as well as copies of two completed scorecards will be presented to the complete ranking committee and Tri-HIC general membership for review during the August meeting and the Project Applicants will be given the opportunity for a two minute presentation on their project and how it proposes to enhance system performance for the CoC. Projects will be ranked from highest to lowest score, using the tie-breaking measure indicated on the form when necessary. Funding for Tier 1 will be up to $603,107 and for Tier 2 is a possible $78,233 (includes 5% of PRN for bonus project funding). Top scoring project amounts will be totaled until the Tier 1 amount is reached, then lower scoring projects with grant amounts past the Tier 1 threshold will be placed in Tier 2. Tier 2 funding is not guaranteed and is based on a HUD formula combining CoC performance and project performance.

NC-506 Continuum of Care

HUD CoC New Project Scorecard

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| Reviewer: |  | |
| Applicant: |  | |
| Project Name: |  | |
| Project Type: |  | |
| Reviewer Signature: |  | Date: |

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| New CoC Projects are required to meet a minimum performance score in order to be considered. Projects that score below the Minimum Point Threshold will receive recommendations by the CoC Grant Committee on improving the score to be considered in future competitions. | Maximum Point Values: PSH =140 , RRH = 140, CA = 97, HMIS = 68 |
| Minimum Point Threshold: 60 |
| Project Score: |

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| **Section 1 - CoC Engagement: The extent to which projects coordinate within the CoC to support system wide strategies and initiatives.** | | Points Available: 24 points  Points Earned: |
| 1a: Attended at least 50% (6/11) of CoC general membership meetings from 1/1/15-12/31/15. | If Yes: 8 Points  If No: 0 Points | Points Earned: |
| 1b: Attend at least 85% (X/X) of CoC Grant Committee meetings from 11/30/14-11/9/15. | If Yes: 8 Points  If No: 0 Points | Points Earned: |
| 1c: Attended at least 75% (X/X) of Coordinated Entry meetings from 11/1/15- 7/1/15. | If Yes: 8 Points  If No: 0 Points | Points Earned: |

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| **Section 2 – Project Application Completeness: The extent to which the project application responses align with questions, are complete, and information is correct.** | | Points Available: 16  Points Earned: |
| 2a: Is the project description complete and accurate? (project app, 3B, 1-2) | Yes = 5  No = 0 | Points Earned: |
| 2b: Are questions regarding services complete and accurate? (project app, 4A 1-4) | Yes = 4  No = 0 | Points Earned: |
| 2c: Are questions regarding outreach complete and accurate? (project app, 5C, 1-2) | Yes = 4  No = 0 | Points Earned: |
| 2d: Does the agency have sufficient experience in program and financial management to effectively manage the project? (project app, 2B,1-3) | Yes = 5  No = 0 | Points Earned: |

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| Section 3 – Project Performance: The extent to which the project intends to increase stability and self-sufficiency for participants. | | Points Available: 30  Points Earned: |
| 3a: To what extent does the project intend to help residents increase income (either total or earned depending on measure chosen)? (Outcome statement) | 60-75% = 15 points  50-59% = 12 points  40-49% = 9 points  30-39% = 6 points  20-29% = 3 points | Points Earned: |
| 3b: What % of participants does the project propose will retain PH after 1 year? (Outcome statement) | 95-100% = 15 points  90-94% = 12 points  85-89% = 9 points  75-84% = 6 points  65%-74% = 3 points | Points Earned: |

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| **Section 4 – Tri-HIC and HUD Priorities: The extent to which projects meet ongoing needs of the region and preferred project types and elements.** | | Points Available: 30  Points Earned: |
| 4a: Project Type (3B,7) | PSH: 5 points  RRH: 5 points  Coordinated Assessment (SSO): 3  HMIS: 2 | Points Earned: |
| 4b: Priority Populations – The project has committed to housing at least 75% of adult project participants from a special population. (3B, 4) | Veterans: 3 points  Chronically Homeless: 3 points  Youth (18-24)/ Families/ DV victims: 3 points  (If program has 75% participants that fall into 2+ categories, give 5 points) | Points Earned: |
| 4c: Low Barrier – Project has minimal requirements for entry (Project App, 3B-5b) | Project does not screen out for the following (4 points given for aa, -2 for each un-checked item):  current or history of substance abuse  no income  criminal history (other than convictions for sex offense, arson, or manufacturing methamphetamine)  History of DV | Points Earned: |
| 4d: Housing First – Project has minimal requirements for tenancy (Project App, 3B-5c) | Project does not terminate resident based on participation requirements (5 points for all, -1.25 for each un-checked item):  Failure to participate in supportive services  Failure to make progress on a service plan  Loss of income or failure to improve on income  Being a victim of domestic violence  Any other lease restrictions that are not standard elements of a lease in the CoC geographic area (overnight visitors, group/meeting attendance, frequent inspections, etc.) | Points Earned: |
| 4e: Project has 100% Housing First Approach (3B, 5-d.) | Yes = 6  No = 0 | Points Earned: |
| 4f: Project proposes to fully participate in Coordinated Assessment, accepting tenant referrals from Housing Master List based on highest need and project eligibility description as per Coordinated Entry policies and procedures. (3B,3) | Yes = 5  No = 0 | Points Earned: |

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| **Section 5 – Cost Effectiveness and Financial Management: The extent to which the project has the capacity to manage federal funds, structure grants to increase the number of units, and match CoC funding with other sources of project support.** | | Maximum Points: 18  Points Earned: |
| 5a: Project costs are matched to the maximum extent by other sources, including financial and in-kind support and resources (project app 6J,10+11 ÷ 6J,9). | 150%+ Match = 6  100-149% Match = 5  75-99% Match = 3  25-74% Match = 1 | Points Earned: |
| 5b: The majority of costs are designated for housing assistance vs. services (Project App 6J,1+2+3+5 ÷ 6J,9). | 91-100% =7  76-90% =5  61-75% =3  51-60% = 1  0-50% = 0 | Points Earned: |
| 5c: The agency adheres to HUD regulations regarding charging only eligible expenses or has completed a financial audit with no findings (as shown by most recent audit or HUD monitoring report) | Monitoring/Audit with No Findings = 5  Monitoring/Audit with Findings = 0 | Points Earned: |

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| **Section 6 – Agency Capacity, Structure and Support for Effective Grant Management.** | | Maximum Points: 15 Points  Points Earned: |
| 6a: Agency has an active Board of Directors. | Yes = 3  No = 0 | Points Earned: |
| 6b: Project Implementation and Management Plan is complete, timely in implementation, and management is adequate to meet the demands of the program. (Project App., 3B-2) | If Yes: 3 Points  If No: 0 Points | Points Earned: |
| 6c: Project has dedicated staff in line with scope and budget according to the following (3B, 1-2 for staffing, 6J,9 for budget):  $0-25k = ¼ FTE+  $25k-50k = ½ FTE+  $50k-100k = 1FTE+  $100k+ = 1 ¼ FTE+ | Yes = 4  No = 0 | Points Earned: |
| 6d: Project has support from the greater community (3 support letters) | Yes = 5  No =0 | Points Earned: |

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| **Section 7 – Connection to Mainstream Resources: The extent to which the project assists persons with building their resources to support self-sufficiency.** | | Maximum Points: 7  Points Earned: |
| 7a: The program partners with community organizations to provide referrals for needed services. (project application 4A, 2 - # supportive services provided by a “partner”) | 6+ = 7  3-5 = 4  1-2 = 1 | Points Earned: |

Tie-Breaker Question:

Projects with equal scores will be placed in high to low order based on the lowest cost per permanent housing placement, based on HUD CoC funding awarded in the summary budget and estimated number of people to be served by the program in the project application.